

### **Guidelines for Submission of Assignments**

1. The candidates should submit all the assignments as per the guidelines given in Introductory Document and prospectus. **They should retain one copy of the assignments for their own record.**
2. The assignments must be submitted to **Course: Health and Family Welfare Management, Distance Learning Cell, NIHF** by the last date fixed for each paper. **No assignments will be accepted after the stipulated date.**
3. The cover page of each assignment should bear the following information:

Title of the Course	Health and Family Welfare Management
Assignment No.	
Enrollment No.	
Name	
Address with pin code	
Telephone No.	
E-mail ID	

4. **Answer to each question should begin on a new page only.**
5. **The Assignment III and Assignments IV are to be submitted separately (i.e. not to be bunched/stapled in one set).**
6. The write-ups should be precise, to the point and supplemented with suitable examples from your own situation. Diagrams (if any) should be drawn with ink neatly and labeled appropriately.
7. Mail one neatly handwritten copy of your answer sheets on A-4 size paper (8.27 inch x 11.69 inches) only so as to reach us by **29<sup>th</sup> January 2010.**
8. Candidate may send a self addressed Post Card with the Assignments for the purpose of acknowledgement. **Otherwise the receipt of Assignments will not be acknowledged.**
9. Your Assignments should be addressed to:

Course: Health and Family Welfare Management  
Office In charge  
DISTANCE LEARNING CELL  
Room No.417, Academic Block  
National Institute of Health and Family Welfare  
Baba Gangnath Marg, Munirka, New Delhi – 110067-02.

Phone: Direct - +91-11-26183416 (Direct), EPABX - 26165959, 26107773,  
26166441 - Ext.336, 239 & 240 Fax: 011-26183416, 011-26101623.



**National Institute of Health & Family Welfare  
(Distance Learning Course)**

**One-Year Certificate Course in Health & Family Welfare Management  
through Distance Learning  
Session – (2009-2010)**

**Assignment – I**

**Maximum marks: 100**

( Marks )

1. Explain the term managerial process in context of your organisation. Explain how should a manager approach decision-making giving suitable examples. ( 20 )
2. What is the process of budgeting followed in your organisation? What can be the alternative process for making budgets more suited to the organisation's requirements? ( 20 )
3. How can you ensure availability of material in health organisations? Discuss the use of various inventory control strategies for effective management of materials? ( 20 )
4. Short Notes:
  - i. Use of GIS in Health ( 10 )
  - ii. Performance budgeting and zero based budgeting. ( 10 )
5. Short Notes:
  - i. Preventive maintenance of equipment. ( 10 )
  - ii. Major managerial problems in your organization. ( 10 )



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**Assignment – II**

**Maximum marks: 100**

- |  | ( Marks ) |
|--|-----------|
| 1. What are the major strategies of NRHM? Discuss with reference to your state giving suitable examples.   | ( 20 )    |
| 2. Why is quality important? Describe the issues related to quality in the services delivered by your organisation. Discuss what are the changes you would suggest and why?    | ( 20 )    |
| 3. Discuss in details how you will investigate and manage an epidemic of gastro enteritis in a district? What measures need to be taken to prevent recurrence of the epidemic? | ( 20 )    |
| 4. Short Notes:  |           |
| i. Public Health surveillance  | ( 10 )    |
| ii. Major recommendations of the Bhole Committee and their relevance today.  | ( 10 )    |
| 5. Short Notes:  |           |
| i. What are the steps in developing a district health plan?  | ( 10 )    |
| ii. Comment on the implementation status of the PC& PNDT Act in your district/state?   | ( 10 )    |